

**CITY OF BURLINGTON**  
**FY14 BUDGET SCHEDULE**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Description of Activity</u></b>
March 1, 2013		Budget Instructions issued by Clerk/Treasurer's office
March 5, 2013		Training for Departments on use of New World for budgeting
March 6 to March 22		Departments to enter all revenue and expense transactions through February 28, 2013
March 25 to March 29		Departments enter their FY14 budget request into New World
April 1 to April 12		Clerk/Treasurer's Office analyzes budget information submitted by departments -concerns and questions resolved with Department Heads
April 18, 2013	6:00pm to 8:30pm	City Council Work Session: Police Department Fire Department
April 22, 2013	6:00pm to 9:00pm	City Council Work Session: Department of Public Works, including Inspection Services, Traffic, Water, Wastewater and Stormwater
April 25, 2013	6:00pm to 8:30pm	City Council Work Session: Department of Parks and Recreation City Arts
May 2, 2013	6:00pm to 8:30pm	City Council Work Session: Planning and Zoning Assessor's Office Code Enforcement
May 9, 2013	6:00pm to 8:30pm	City Council Work Session: CEDO, including TIF Districts
May 13, 2013	6:00pm to 8:30pm	City Council Work Session: Mayor's Office and Regional Programs City Attorney Human Resources
May 16, 2013	6:00pm to 8:30pm	City Council Work Session: City Council Library Clerk/Treasurer's Office
May 23, 2013	6:00pm to 8:30pm	City Council Work Session: Church Street Marketplace Retirement Fund
May 30, 2013	6:00pm to 8:30pm	City Council Work Session: Burlington Telecom Burlington International Airport
June 6, 2013	6:00pm to 8:30pm	City Council Work Session: Burlington Electric Department
June 7 to June 13		Final changes and production of budget documents
June 14, 2013		Delivery of Mayor's Recommended Budget to City Councilors
June 24, 2013		City Council Vote on Budget